

# Southern Connecticut State University

## FACULTY SENATE

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March 3, 2021 | 12:10 p.m. | WebEx

To join the meeting, please click [here](#) to be connected via WebEx.

Alternatively, copy and paste this link:

<https://southernct.webex.com/southernct/j.php?MTID=mcb9940b322a45cbd0502f3eb6eb494df>

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Southern Connecticut State University  
**FACULTY SENATE**

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AGENDA

March 3, 2021

12:10 p.m.

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- I. Announcements Relevant to the Faculty Senate
- II. Approval of Minutes of Previous Meeting held on February 17, 2021
- III. Faculty Senate President's Report
- IV. Reports of Faculty Senate Standing Committees
  - a. Academic Policy
  - b. Elections
  - c. Finance
  - d. Personnel Policy
  - e. Rules
  - f. Student Policy
  - g. Technology
- V. Reports of Faculty Senate Special Committees
  - a. UCF
  - b. Graduate Council
- VI. Unfinished Business
  - a. Resolution Regarding Dean's List Policy Revisions (K. Marsland)
- VII. New Business
  - a. Student Policy Committee (K. Marsland)
    - i. Resolution Regarding Withdrawals for Spring 2021
    - ii. Resolution Regarding Course Incompletes for Spring 2021
  - b. Technology (J. Fields)
    - i. Student Opinion Survey Revisions
- VIII. Guest(s)
  - a. Chul Lee, Director of Institutional Research (1:30)
  - b. Alicia Carroll, University Registrar

Spring 2021 meetings: February 3, February 17, March 3, March 17, March 31, April 14, April 28, May 5.

# FACULTY SENATE

## UNAPPROVED MINUTES OF FEBRUARY 17, 2021

<https://inside.southernct.edu/faculty-senate/meetings>

The 10<sup>th</sup> Meeting of the Faculty Senate AY 2020-2021 was held on February 17, 2021, at 12:10 p.m. via WebEx.

### Attendance

Dave Allen <i>Accounting</i> 10/10	Matthew Ouimet <i>Counseling</i> 10/10	Sandip Dutta* <i>Finance</i> 6/10	Atul Kulkarni <i>Marketing</i> 10/10	Rex Gilliland <i>Philosophy</i> 10/10	Angela Lopez-Velasquez* <i>Special Education</i> 6/10
William Farley <i>Anthropology</i> 10/10	Natalie Starling <i>Counseling &amp; School Psychology</i> 10/10	Lawrence Brancazio <i>Health &amp; Movement Sciences</i> 10/10	Joe Fields <i>Mathematics</i> 10/10	Binlin Wu <i>Physics</i> 10/10	Douglas Macur <i>Theatre</i> 10/10
Jeff Slomba <i>Art</i> 10/10	Beena Achhpal <i>Curriculum &amp; Learning</i> 10/10	Robert Gregory <i>Health &amp; Movement Sciences</i> 10/10	Klay Kruczek <i>Mathematics</i> 10/10	Jonathan O'Hara <i>Political Science</i> 1/1	Luke Eilderts <i>World Languages &amp; Literatures</i> 10/10
Kevin Siedlecki <i>Athletics</i> 10/10	Maria Diamantis <i>Curriculum &amp; Learning</i> 10/10	Troy Paddock <i>History</i> 9/10	Jonathan Irving <i>Music</i> 10/10	Michael Nizhnikov <i>Psychology</i> 8/10	
Sean Grace <i>Biology</i> 10/10	Dushmantha Jayawickreme <i>Earth Science</i> 10/10	Darcy Kern* <i>History</i> 6/10	Frances Penny <i>Nursing</i> 6/10	Kate Marsland <i>Psychology</i> 10/10	Deborah Weiss <i>Faculty Senate President</i> 9/10
Mina Park <i>Business Information Systems</i> 10/10	Sanja Grubacic <i>Economics</i> 10/10	Yan Liu <i>Information &amp; Library Science</i> 8/10	Kelly Martinez* <i>Nursing</i> 4/10	William Faraclas <i>Public Health</i> 10/10	Cindy Simoneau <i>Undergraduate Curriculum Forum</i> 10/10
Jeff Webb <i>Chemistry</i> 10/10	Peter Madonia <i>Educational Leadership</i> 8/10	Cindy Simoneau <i>Journalism</i> 10/10	Obiageli Okwuka <i>Part-time Faculty</i> 10/10	Michael Dodge* <i>Recreation, Tourism &amp; Sport Management</i> 9/10	Meredith Sinclair <i>Undergraduate Curriculum Forum</i> 10/10
Barbara Cook <i>Communication Disorders</i> 10/10	Mike Shea <i>English</i> 10/10	Patrick Crowley <i>Library Services</i> 9/10	Mary Ellen Minichiello <i>Part-time Faculty</i> 7/10	Sebastian Perumbilly <i>Social Work</i> 10/10	Cynthia O'Sullivan <i>Graduate Council</i> 10/10
Derek Taylor <i>Communication, Media &amp; Screen Studies</i> 10/10	Paul Petrie <i>English</i> 10/10	Jacqueline Toce <i>Library Services</i> 10/10	Stephanie Fischer <i>Part-time Faculty</i> 6/6	Stephen Monroe Tomczak <i>Social Work</i> 10/10	Zainab Seyal <i>Student Government Association</i> 1/1
Alaa Sheta <i>Computer Science</i> 10/10	Matthew Miller <i>Environment, Geography &amp; Marine Studies</i> 10/10	Carol Stewart* <i>Management, International Business &amp; Public Utilities</i> 8/10	Virginia Metaxas <i>Part-time Faculty</i> 5/6	Adam Pittman <i>Sociology</i> 8/10	Dr. Joe Bertolino* <i>SCSU President</i> 6/10
Guests:	R. Prezant C. Hlavac J. H. Kim	S. Bulmer B. Zamfir T. Bennett	T. Brolliar T. Millburn H. Marx	T. Tyree C. Michalski	

\*An asterisk denotes an absence. Overall attendance recorded below each member.

Faculty Senate President Pro tempore W. Faraclas called the 10<sup>th</sup> meeting of the Faculty Senate to order at 12:10 p.m.

- I. Announcements
  - A. W. Faraclas: Welcomed J. O’Hara (PSC) to the Senate.
  - B. L. Eilderts: Curriculum Related Activities Grant call-for-proposals will be announced soon.
  
- II. Minutes of the previous meeting held on February 17, 2020 were accepted as distributed.  
<https://inside.southernct.edu/faculty-senate/meetings>
  
- III. Reports of Faculty Senate Standing Committees
  - A. Minutes of the standing committees were received.
    - i. Academic Policy (P. Petrie): no additional report.
    - ii. Elections (C. Simoneau): Seeking recommendations for streamlining the all-university committee elections process.
    - iii. Finance (S. Grubacic): Shared full- and part-time travel allowances; committee is planning to join with the Technology committee to investigate department expenditures and operating budgets in an effort to make them more transparent to faculty.
    - iv. Personnel (N. Starling): no additional report. Committee seeking recommendations for how to include advising in the renewal and promotion and tenure process. Send recommendations to N. Starling.
    - v. Rules (R. Gregory): working on Sabbatical leave document and revisiting promotion and tenure work with the Personnel Policy committee.
    - vi. Student Policy (K. Marsland): Two resolutions coming forward under new business. Meeting scheduled with A. Carroll, University Registrar, to explore data on incompletes and withdrawals from Fall 2020 semester.
    - vii. Technology (J. Fields): Working on the Student Opinion Survey.
  
- IV. Reports of Faculty Senate Special Committees
  - A. UCF (M. Sinclair): In addition to report, UCF approved the Interdisciplinary Minor in Music, Technology, and Media.
  
- V. New Business
  - A. Revisions to the constitution of the University Library Committee (C. Michalski, chair, Library Committee).
    - i. Vote to approve revisions as presented.
      1. Vote tally
        - a. Yes .....43
        - b. No .....0
      - i. Approved unanimously.
  - B. K. Marsland, chair of SPC, **moved to approve** Resolution Regarding Revisions to the Academic Standing Policy.
    - i. B. Cook **moved to amend by inserting “of GPA 2.0”** after “requirement” and before “and shall be”. The revised sentence reads: “This policy addresses students who have not met the minimum University requirement of GPA 2.0 and shall be subject to academic discipline.”

1. Amendment **seconded**.
    - a. Amendment **approved** by unanimous consent.
  - ii. M. Shea **moved to amend by inserting “Reinstatement to the University does not guarantee acceptance or reacceptance to programs with GPA requirements higher than 2.0.”** after “non-matriculated.” and before “All appeals...”. The revised paragraph now reads “Dismissed students can appeal for reinstatement to regain matriculation status and may do so during or subsequent to the semester in which they are non-matriculated. Reinstatement to the University does not guarantee acceptance or reacceptance to programs with GPA requirements higher than 2.0. All appeals shall be made to the Academic Standing Committee.”
    1. Amendment **seconded**.
      - a. Amendment **approved** by unanimous consent.
  - iii. K. Kruczek **moved to amend** “Once a student’s dismissal appeal has been granted, they will not be eligible to appeal dismissal for a second time” to “Once a student's dismissal appeal has been granted, they will be ineligible to appeal if they are dismissed a second time.”
    1. Amendment **seconded**.
      - a. Amendment **approved** by unanimous consent.
  - iv. Motion to approve resolution as amended.
    1. Vote tally
      - a. Yes .....41
      - b. No .....0
      - i. Motion **approved unanimously**.
- C. K. Marsland **moved to approve Resolution Regarding Dean’s List Policy**.
- i. T. Paddock **moved to strike “or” and insert “and” between “Fall” and “Spring.”** The revised sentence reads, “Recognition is given at the end of each semester to part-time students who have accumulated 12 credits of letter graded course work during the Fall and Spring semesters and have earned a grade point average of 3.5 or higher.”
    1. Motion **seconded**.
      - a. Motion **approved** by unanimous consent.
  - ii. K. Marsland **moved to commit** resolution to the SPC for further discussion and revisions.
- D. C. Simoneau **moved to approve the Resolution Regarding The Composition And Term Length Of The Termination Hearing Committee**.
- i. Motion **approved** by unanimous consent.
- E. C. Simoneau **moved to approve the Resolution Regarding The Size, Composition, And Term Length Of The Faculty Scholar Award Committee**.
- i. Motion **approved** by unanimous consent.
- F. C. Simoneau **moved to approve the Resolution Regarding The Size Of The University Library Committee**.
- i. Motion **approved** by unanimous consent.
- G. C. Simoneau **moved to approve Resolution Regarding The Term Length Of The Mediation Committee**.
- i. Motion **approved** by unanimous consent.
- H. N. Starling initiated a discussion regarding Advising in the renewal, promotion and tenure, and professional assessment processes.

VI. Adjournment

A. Meeting adjourned at 2:01 p.m.

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L. Eilderts  
Secretary

DOCUMENTS TO ACCOMPANY MINUTES (FEBRUARY 17, 2021 MEETING)  
REVISIONS TO THE CONSTITUTION OF THE UNIVERSITY LIBRARY COMMITTEE

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**University Library Committee Constitution**  
ULC Revision Approved November 9, 2020  
Senate Approval \_\_\_\_\_

**Article I: Purview**

The University Library Committee (ULC) is an autonomous standing committee of the Faculty Senate.

It is charged with acting in an advisory role to the Provost in order to provide the best library services to the Southern community.

**Article II: Functions/Mission**

- A. Foster Communication. Advise the Provost with regard to present and future needs of library users, the library's policies and resources, and the prevailing patterns of library utilization.
- B. Be Cognizant of Standards and Benchmarks. Remain current about academic library practices throughout the nation to ascertain appropriate standards and benchmarks for library services, collection development, resources, and facilities at Southern Connecticut State University.
- C. Report on Policies and Practices. In consultation with the Faculty Senate, report regularly to the Provost regarding ULC recommendations which may include (but not necessarily be limited to) the following: the effectiveness of library services and practices, the sufficiency and accessibility of the library and its resources.

**Article III: Membership, Elections, & Appointments**

- A. The ULC will have members drawn according to the following constituencies

1. Library Services Faculty

There shall be 3 members from this group who shall be elected by members of the group.

2. Faculty (non-Library Services)

There shall be 10 members from this group 6 of whom shall be elected from faculty members of their academic schools/colleges as listed below. (See III E). The Graduate Council, Undergraduate Curriculum Forum, and Faculty Senate may elect or appoint their representatives as they so desire. However, regarding electees from the schools/colleges, no more than 1 committee member may come from a given department.

The members shall be from the following areas:

- 3 from the College of Arts & Sciences
- 1 from the School of Business
- 1 from the College of Education
- 1 from the College of Health and Human Services
- 1 from the Graduate Council
- 1 from the Undergraduate Curriculum Forum
- 2 from the Faculty Senate

3. Administration

There shall be 2 members from this group.

The Provost shall appoint 1 member to the committee.

The Library Director shall be an administrative appointee.



4. Students

There shall be 2 members from this group.

They shall be from the following areas:

- 1 Undergraduate student to be elected or appointed by the Student Government Association.
- 1 Graduate student to be elected or appointed by the Graduate Student Affairs Committee.

B. Meetings:

The committee shall meet a least twice in the fall semester and at least twice in the spring semester.

C. Term of Office:

All Faculty, including Library Services Faculty, shall have renewable 3-year terms of office. Student terms of office shall be determined by the electing/appointment body. Administrative terms of office, which includes the Library Director, shall be determined by the Provost or their appointee. All terms of office shall commence at the start of the academic year.

D. Elections:

Except for representatives from the Graduate Council, the Undergraduate Curriculum Forum and student appointees, elections of faculty shall be administered by the Faculty Senate Elections Committee.

F. Election Vacancies:

Any faculty vacancies due to lack of candidates or other reasons shall be filled with appointments made by the Faculty Senate.

**Article IV: Officers**

The committee shall elect a chair from among any faculty unit other than the Library. The chair's term of office shall be 1 year. The term limit shall be 3 years. The chair or their designee shall report regularly at Faculty Senate meetings.

**Article V: Voting**

All the ULC Members are voting members with the exception of the Library Director. The Chairperson will vote only to break a tie or make a quorum.

**Article VI: Flow of Communication**

- A. All incoming issues and inquiries shall be directed to the chair of the ULC for appropriate action.
- B. The minutes of all meetings shall be sent simultaneously to all ULC members, the President of the Faculty Senate, The Provost and the Library Faculty.
- C. Minutes of the ULC shall be posted to the University Community by way of the Faculty Senate minutes.

**Article VII: Amendments**

- A. Amendments to this document may be proposed to the Faculty Senate by the ULC.
- B. The Faculty Senate may propose amendments to this document.
- C. An amendment will be incorporated into this document if at least 2/3 of the senators present at a regular Senate meeting vote in favor of the amendment.

**SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE**  
**RESOLUTION REGARDING ACADEMIC STANDING POLICY REVISION**

Whereas, Southern Connecticut State University (SCSU) exists for the primary purpose of furthering academic excellence; and

Whereas, The SCSU Faculty Senate is the official representative body of the Academic Faculty; now, therefore be it

*Resolved*, That the Academic Standing Policy be revised as follows:

All students shall demonstrate an ability to do college-level work. The University requires that undergraduate students maintain a minimum cumulative Grade Point Average (GPA) of 2.0 to be considered in Good Standing (some programs may **also** have higher GPA requirements to remain enrolled in that particular field of study). This policy addresses students who have not met the minimum University requirement of GPA 2.0 and shall be subject to academic discipline. For students enrolled in a post-baccalaureate program (a second undergraduate program following completion of a bachelor's degree) the program GPA, rather than the cumulative GPA, shall be evaluated for compliance as outlined below. The three categories of academic discipline are: Academic Warning, Academic Probation, and Academic Dismissal.

**Academic Warning**

Students shall be placed on Academic Warning the first fall or spring semester in which their cumulative GPA falls below 2.0. Students on Academic Warning shall be allowed to register for a maximum of 15 credits and must register for classes prior to the first day of the semester.

**Academic Probation**

Students who are on Academic Warning and fail to raise their cumulative GPA to the minimum 2.0 in the following fall or spring semester shall be placed on Academic Probation. Students on probation shall be allowed to register for a maximum of 14 credits and must register prior to the first day of the semester. Students on Academic Probation shall be allowed to continue at the University but shall remain on probation provided their semester GPA is at least 2.3. Once the cumulative GPA reaches 2.0, the student shall be removed from Academic Probation and shall be returned to Good Standing. Students shall have three (3) semesters to raise their cumulative GPA to 2.0. If the cumulative GPA is below 2.0 after the third semester of probation, the student shall be academically dismissed.

## Academic Dismissal

Students on Academic Probation shall be Academically Dismissed at the end of the fall or spring semester if (1) their semester GPA is below a 2.3 and cumulative GPA is below a 2.0, or (2) their cumulative GPA remains below 2.0 after the third semester of probation. Students who are academically dismissed from Southern Connecticut State University are no longer matriculated at the University, and they may only register for courses on a part-time basis as non-matriculated students.

Dismissed students can appeal for reinstatement to regain matriculation status and may do so during or subsequent to the semester in which they are non-matriculated. Reinstatement to the University does not guarantee acceptance or reacceptance to programs with GPA requirements higher than 2.0. All appeals shall be made to the Academic Standing Committee. Once a student's dismissal appeal has been granted, they will be ineligible to appeal if they are dismissed a second time.

# RESOLUTION REGARDING ACADEMIC STANDING POLICY REVISION (WITH TRACK CHANGES)

## SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE RESOLUTION Regarding Academic Standing Policy Revision

Whereas, Southern Connecticut State University (SCSU) exists for the primary purpose of furthering academic excellence; and

Whereas, The SCSU Faculty Senate is the official representative body of the Academic Faculty; now, therefore be it

*Resolved*, That the Academic Standing Policy be revised as follows:

All students shall demonstrate an ability to do college-level work. The University requires that undergraduate students maintain a minimum cumulative Grade Point Average (GPA) of 2.0 to be eligible for a bachelor's degree. Any student with a cumulative GPA of 2.0 shall be considered in Good Standing by the University (some programs may also have higher GPA requirements to remain enrolled in that particular field of study). This policy addresses students who have not met the minimum University requirement of GPA 2.0 and Students who fall below the required 2.0 shall face be subject to academic discipline. For students enrolled in a post-baccalaureate program (a second undergraduate program following completion of a bachelor's degree) the program GPA, rather than the cumulative GPA, shall be evaluated for compliance as outlined below. The three categories of academic discipline are: Academic Warning, Academic Probation, and Academic Dismissal.

### Academic Warning

Students shall be placed on Academic Warning the first fall or spring semester in which their cumulative GPA falls below 2.0. Students on Academic Warning shall be allowed to register for a maximum of 15 credits and must register for classes prior to the first day of the semester.

### Academic Probation

Students who are on Academic Warning and fail to raise their cumulative GPA to the minimum 2.0 in the following fall or spring semester shall be placed on Academic Probation. Students on probation shall be allowed to register for a maximum of 14 credits and must register prior to the first day of the semester. Students on Academic Probation shall be allowed to continue at the University but shall remain on probation provided their semester GPA is at least 2.3. Once the cumulative GPA reaches 2.0, the student shall be removed from Academic Probation and shall be returned to Good Standing. Students shall have three (3) semesters to raise their cumulative GPA to 2.0. If the cumulative GPA is below 2.0 after the third semester of probation, the student shall be academically dismissed.

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### Academic Dismissal

Students on Academic Probation shall be Academically Dismissed at the end of the fall or spring semester if (1) their semester GPA is below a 2.3 and cumulative GPA is below a 2.0, or (2) their cumulative GPA remains below 2.0 after the third semester of probation. Students who are academically dismissed from Southern Connecticut State University are no longer matriculated at the University, and they may only register for courses on a part-time basis as non-matriculated students.

Dismissed students can appeal for reinstatement to regain matriculation status and may do so during or subsequent to the semester in which they are non-matriculated. Reinstatement to the University does not guarantee acceptance or reacceptance to programs with GPA requirements higher than 2.0. All appeals shall be made to the Academic Standing Committee. Once a student's dismissal appeal has been granted, they will ineligible to appeal if they are dismissed a second time.

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## SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

### RESOLUTION REGARDING THE SIZE OF THE UNIVERSITY LIBRARY COMMITTEE

Whereas, Southern Connecticut State University (SCSU) exists for the primary purpose of furthering academic excellence;

Whereas, The SCSU Faculty Senate is the official representative body of the Academic Faculty;

Whereas, Within the context of shared governance faculty participation furthers such excellence;

Whereas, The Faculty Senate is charged with maintaining and filling All-University committees; and

Whereas, The Faculty Senate strives to maintain efficient All-University committees; now, therefore, be it

*Resolved*, That the University Library Committee's membership reflect what is stated in their Constitution and Bylaws, which means six (6) elected faculty delegates, three (3) from Arts & Sciences and one (1) from each of the other schools/colleges; instead of seven (7) elected faculty delegates, three (3) from Arts & Sciences, one (1) from each of the other schools/colleges, and 1 member at large; and be it further

*Resolved*, That the Faculty Senate Elections Committee shall develop a mechanism for dealing with expiring terms on the committee that arise; affected SCSU documents shall be revised to conform to the new committee structure.

## SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

### RESOLUTION REGARDING THE TERM LENGTH OF THE FACULTY SCHOLAR AWARD COMMITTEE

Whereas, Southern Connecticut State University (SCSU) exists for the primary purpose of furthering academic excellence;

Whereas, The SCSU Faculty Senate is the official representative body of the Academic Faculty;

Whereas, Within the context of shared governance faculty participation furthers such excellence;

Whereas, The Faculty Senate is charged with maintaining and filling All-University committees;

Whereas, The Faculty Senate strives to maintain efficient All-University committees; and

Whereas, An approach to such efficiency includes increasing the term length; now, therefore, be it

*Resolved*, That the term length of the members of the Faculty Scholar Award Committee shall increase from two (2) years to three (3) years; and be it further

*Resolved*, That the Faculty Senate Elections Committee shall develop a mechanism for dealing with expiring terms on the committee that arise; affected SCSU documents shall be revised to conform to the new committee structure.

## SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

### RESOLUTION REGARDING THE COMPOSITION AND TERM LENGTH OF THE TERMINATION HEARING COMMITTEE

Whereas, Southern Connecticut State University (SCSU) exists for the primary purpose of furthering academic excellence;

Whereas, The SCSU Faculty Senate is the official representative body of the Academic Faculty;

Whereas, Within the context of shared governance faculty participation furthers such excellence;

Whereas, The Faculty Senate is charged with maintaining and filling All-University committees;

Whereas, Membership of All-University committees shall have faculty representation from each college/school;

Whereas, The Faculty Senate strives to maintain efficient All-University committees; and

Whereas, An approach to such efficiency includes increasing the term length; now, therefore, be it

*Resolved*, That the members shall consist of one (1) member from each college/school and one (1) at-large member; be it further

*Resolved*, That the term length shall increase from two (2) years to three (3) years; and be it further

*Resolved*, That the Faculty Senate Elections Committee shall develop a mechanism for dealing with expiring terms on the committee that arise; affected SCSU documents shall be revised to conform to the new committee structure.



## SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE

### RESOLUTION REGARDING THE TERM LENGTH OF THE MEDIATION COMMITTEE

Whereas, Southern Connecticut State University (SCSU) exists for the primary purpose of furthering academic excellence;

Whereas, The SCSU Faculty Senate is the official representative body of the Academic Faculty;

Whereas, Within the context of shared governance faculty participation furthers such excellence;

Whereas, The Faculty Senate is charged with maintaining and filling All-University committees;

Whereas, Membership of All-University committees shall have faculty representation from each college/school;

Whereas, The Faculty Senate strives to maintain efficient All-University committees; and

Whereas, An approach to such efficiency includes increasing the term length; now, therefore, be it

*Resolved*, That the term length shall increase from two (2) years to three (3) years; and be it further

*Resolved*, That the Faculty Senate Elections Committee shall develop a mechanism for dealing with expiring terms on the committee that arise; affected SCSU documents shall be revised to conform to the new committee structure.

## STANDING COMMITTEES

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### ACADEMIC POLICY COMMITTEE (APC)

#### **APC MINUTES—FEB 24, 2021**

Present: Crowley, Gilliland, Grace, Jayawickreme, Kulkarni, Perumbilly, Petrie (chair)

- Finalized presentation plan for P&T focus group report and recommendations. Petrie will circulate PowerPoint version of presentation before next APC meeting. Aiming for presentation to Senate at March 17 meeting.

Respectfully submitted,  
Paul R. Petrie, Chair

## ELECTIONS COMMITTEE (EC)

### Minutes Wednesday, Feb. 24, 2021

Present: Klay Kruczek, Jonathan O'Hara, Mina Park; Frances Penny; Cindy Simoneau, chairperson.

Absent: Darcy Kern

1. Announcements
2. Old Business
  - A. Continuing discussion on request for university resolution on free speech
  - B. Continuing discussion on university-wide elections and filling school-specific vacancies
3. New Business
  - A. Elections Committee reviewed recommended actions submitted by member Klay Kruczek after consulting with university-wide committee chairpersons. As a result of Faculty Senate resolutions approved Feb. 17, some terms limits or at-large positions were changed and adjustments are needed to rosters in next election. Impact reviewed.  
**Elections Committee unanimously agreed to support ballot changes agreed to these university-wide committees.**
  - B. Discussion about timeline for seeking self-nominations for spring university-wide election ballot; deadline for submissions; election.
4. Adjourn at 1 p.m.

Respectfully submitted,  
Cindy Simoneau

## FINANCE COMMITTEE (FC)

**February 24, 2021**

### **Minutes**

Present: Dr. William Faraclas, Dr. Obiageli Okwuka, Dr. Sanja Grubacic

1. Minutes from 2-10-21 were approved.
2. Dr Faraclas informed us that the technology committee indicated willingness to work together with finance committee on reviewing the Rusty May report on expenditures for academic technologies. We hope to join them for 15-20 minutes of their next meeting.
3. The committee members started to develop a plan on how to address the use of departmental operating expenses (OE).  
The following questions have been raised: a) Do departments receive an equitable OE? b) Are department members involved in creating budget requests? c) Do department members determine the use of allocated funds? d) Do faculty members know how much their department receives for its OE allocation? e) Are faculty members able to make requests to use OE funds for departmental work?

Among possible ways to answer these questions would be to: a) talk with CAC — request visit; b) ask Senators to lead a discussion in their departments; d) survey the faculty; and e) find out if there are university guidelines for the use of OE funds.

4. The committee plans to address the need for a greater transparency on how faculty development grants are allocated.

Respectfully Submitted,  
Dr. Sanja Grubacic

PERSONNEL POLICY COMMITTEE (PPC)

**PERSONNEL POLICY & RULES COMMITTEE**  
**Combined Minutes**  
**2/24/2021**

Teams Meeting

**PPC Members:** Toce, Jacqueline; Slomba, Jeffrey (absent); Lopez-Velasquez, Angela (absent); Tomczak, Stephen; Shea, Michael; Kelly Martinez (absent); Pittman, Adam; Metaxas, Virginia; Starling, Natalie (chair)

**Rules Members:** Cook, Barbara; Diamantis, Maria; Paddock, Troy; Webb, Jeffrey; Miller, Matthew; Gregory, Robert (chair)

12:15pm

APPROVAL OF MINUTES: PPC Meeting Minutes of February 10, 2021

PPC Approved

ANNOUNCEMENTS:

The PPC created a set of survey questions re: advising. The survey and message were shared with Deb Weiss on Monday evening to be sent out to all faculty. Survey went out on Tuesday 2/23/21, responses are incoming.

PPC chair met with Liz Keenan and Helen Marx before the last Full Senate meeting to verbally share minutes of the PPC from 2/10/21.

CONTINUING BUSINESS:

Present members reviewed the minutes from the Rules Committee from 9/11/2020; topics included:

- Adding materials and information to the file as it moves through the different levels of evaluation
- Candidate withdrawal of a tenure file
- Letters of support
- Promotion & Tenure candidate interviews

Both committees will meet again for a joint meeting on 3/10/2021

Adjourned 2:06pm

## RULES COMMITTEE (RC)

### PERSONNEL POLICY & RULES COMMITTEE

#### Combined Minutes

2/24/2021

Teams Meeting

**PPC Members:** Toce, Jacqueline; Slomba, Jeffrey (absent); Lopez-Velasquez, Angela (absent); Tomczak, Stephen; Shea, Michael; Kelly Martinez (absent); Pittman, Adam; Metaxas, Virginia; Starling, Natalie (chair)

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Adjourned 2:06pm

## STUDENT POLICY COMMITTEE (SPC)

**February 24, 2021**

### **Minutes**

**Present:** B. Achhpal, M. Dodge, B. Farley, K. Marsland, M. Nizhnikov, M. Ouimet, Z. Seyal

**Guest:** Alicia Carroll

12:15 Meeting called to order via Webex

1. Discussion of course withdrawal and incomplete data presented by Alicia Carroll
2. Discussion of pass/fail data presented by Alicia Carroll
3. Discussion and approval of course withdrawal resolution for SP2021
4. Discussion and approval of incomplete resolution for SP2021.
5. Discussion of concerns around extending FA2020 pass/fail policy to SP2021. The committee will request feedback from departments and programs via a survey to be distributed to senators following the Senate meeting on March 3<sup>rd</sup>. , Z. Seyal will consult with SGA regarding student feedback to inform deliberations about possible extension of pass/fail policy.
6. The committee agreed to invite Alicia Carroll to present the FA2020 withdrawal, incomplete and pass/fail data to the full Senate
7. Discussion and approval of revision to resolution regarding part-time students' Dean's List eligibility.
8. Discussion of access to feminine hygiene products. M. Ouimet will reach out to the SCSU food pantry regarding student requests for these items
9. The committee agreed to invite Karen Mesmano to meet with us in March regarding concerns around students' access to Blackboard and other online course materials/resources during the Incomplete and Grade Appeal period at the start of each new semester.

Meeting adjourned at 1:55

Respectfully submitted by K. Marsland

## TECHNOLOGY COMMITTEE (TC)

Minutes of meeting 2/24/2021

The committee convened at 12:15 via Microsoft Teams.

- The committee welcomed guests Chul Lee and Susan Tiso for a discussion of possible changes to the online version of the Student Opinion Survey.
- Several possible additions to the demographic questions were suggested. Ultimately, the discussion led us to propose having a separate survey that faculty could (on a voluntary basis) administer to their students at the beginning of a term. This survey would provide faculty with useful information about the kinds of students in their class – in time for them to make use of that information in instruction.
- The proposed changes to the online SOS were compiled by Douglas Macur and are ready for consideration at the Senate.

Respectfully,

J. E. Fields



## SPECIAL COMMITTEES

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### UNDERGRADUATE CURRICULUM FORUM (UCF)

# **Report to the Faculty Senate Undergraduate Curriculum Forum February 18, 2021 Meeting Actions**

**No motions were brought forward.**

**The following new program was approved:**

Interdisciplinary Minor in Arts Administration and Cultural Advocacy

**Reminders to faculty:**

- There is a new submission process for New Course Proposals, Revised Course Proposals, and Special Topics Courses (via DocuSign). Links and instructions can be found on the UCF Confluence page.
- Please be mindful of deadlines for proposal submissions (also on the UCF Confluence page). Notably:
  - W Courses not already approved as W Courses must be submitted for approval by March 22 for inclusion on the summer or fall schedule.
  - Special Topics courses must be submitted by March 29 for inclusion on the summer or fall schedule.

Respectfully submitted,  
Meredith Sinclair (UCF Chair, Sp. 2021)  
Cindy Simoneau (UCF Secretary, Sp. 2021)  
Mar. 1, 2021

## GRADUATE COUNCIL

DOCUMENTS/RESOLUTIONS FOR REVIEW FOR THE MARCH 3, 2021  
MEETING

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**SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE**  
RESOLUTION REGARDING DEAN'S LIST POLICY REVISION

Whereas, Southern Connecticut State University (SCSU) exists for the primary purpose of furthering academic excellence; and

Whereas, The SCSU Faculty Senate is the official representative body of the Academic Faculty; now, therefore be it

*Resolved*, That the Dean's List Policy be revised as follows:

~~Students are recognized for their high academic achievement by being placed on the Dean's List of their respective schools. In order for undergraduate students to qualify for the Dean's List, students must complete 12.0 or more credits in Fall or Spring and earn a semester GPA of 3.5 or better.~~

Full-time undergraduate students are recognized for their high academic achievement by being placed on the Dean's List of their respective college or school each fall and spring semester. To be eligible for the Dean's List, students must earn at least 12 credits and achieve a semester GPA of 3.5 or better. Courses taken for audit, pass-fail, or incomplete at the time grades are processed are not included.

Part-time matriculated undergraduate students are recognized for their high academic achievement by being placed on the Dean's List of their respective college or school each spring semester. To be eligible for the Dean's List, students must earn at least 12 credits in the academic year (fall and spring semesters) and achieve a GPA of 3.5 or higher in each semester. Courses taken for audit, pass-fail, or incomplete at the time grades are processed are not included.

~~These requirements apply to all undergraduate students, regardless of their academic class (i.e., freshman, sophomore, junior, or senior).~~

**SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE**  
**RESOLUTION REGARDING COURSE WITHDRAWALS FOR SPRING 2021**

Whereas, Southern Connecticut State University exists for the primary purpose of furthering academic excellence;

Whereas, The SCSU Faculty Senate is the official representative body of the Academic Faculty;

Whereas, The extenuating circumstances caused by the on-going COVID-19 pandemic continue to present unprecedented challenges to students;

Whereas, Students may be disadvantaged by these challenges, resulting in poorer class performance that does not reflect their typical classroom performance;

Whereas, Faculty wish to provide students with increased flexibility to make critical decisions regarding their courses; and

Whereas, Revising the Course Withdrawal policy would provide students with increased flexibility; now, therefore, be it

*Resolved*, That the following policy be implemented for the Spring 2021 semester:

The Course Withdrawal deadline shall be extended from “prior to the twelfth week of classes” to May 9th, 2021 (the last day of classes).

Further the Late Course Withdrawal shall be extended beyond the end of classes for students with extenuating circumstances as approved by the school or college Dean and shall include any extension based upon “I” (Incomplete) or “I+” (Incomplete Extension) status.

**SOUTHERN CONNECTICUT STATE UNIVERSITY FACULTY SENATE**  
RESOLUTION REGARDING COURSE INCOMPLETES FOR SPRING 2021

Whereas, Southern Connecticut State University exists for the primary purpose of furthering academic excellence;

Whereas, The SCSU Faculty Senate is the official representative body of the Academic Faculty;

Whereas, The extenuating circumstances caused by the on-going COVID-19 pandemic continue to present unprecedented challenges to students;

Whereas, Students may be disadvantaged by these challenges, resulting in poorer class performance that does not reflect their typical classroom performance;

Whereas, Faculty wish to provide students with increased flexibility to make critical decisions regarding their courses; and

Whereas, Revising the Incomplete Grade policy would provide students with increased flexibility; now, therefore, be it

*Resolved*, That the following policy be implemented for the Spring 2021 semester:

- A Student may request an Incomplete grade through May 9th, 2021.
- Following the request, the instructor may grant a grade of Incomplete (I), if it is determined that the student has a valid reason for not meeting any particular course requirement(s) prior to the termination of the semester.
- If the Incomplete is granted, the Instructor and Student must complete and sign an Incomplete Grade Contract, in which the Instructor shall specify the remaining coursework to be completed by the Student and the provisional final grade the Student would earn if the remaining work is not completed.
- The Instructor shall submit a copy of the completed contract to the Chairperson of the department in which the course is offered by May 19, 2021.
- The Instructor shall enter a grade of "I" when submitting final grades. (Note: Instructors should not give an "I" unless the Incomplete has been requested by the Student and a contract has been completed.)
- The Instructor shall make all course materials available to students for the duration of the Incomplete period.
- The "I" grade shall automatically become an "F" 30 days after the start of the next semester, unless one of the following occurs earlier:

- The Student completes the remaining coursework, and the Instructor enters a final passing grade;
- The Student does not complete the remaining coursework and the Instructor enters the provisional grade specified in the Incomplete Grade Contract;
- The Instructor issues an extension for completion of the remaining work and enters a grade change to “I+” (Incomplete Extension); or
- The Student determines that they cannot complete the course requirements and elects to submit a Late Withdrawal from the course for approval by the school or college Dean.
- For courses taken in the Spring 2021 semester only, at any point, a student who has been given an I or I+ may elect to request a Late Withdrawal from the course for approved by the school or college Dean.

## RESOLUTION REGARDING REVISIONS TO THE ONLINE STUDENT OPINION SURVEY

Whereas, Southern Connecticut State University exists for the primary purpose of furthering academic excellence; and

Whereas, The SCSU Faculty Senate is the official representative body of the Academic Faculty;

Whereas, The Faculty recognize the importance, as well as the contractual necessity, of assessing student's opinions regarding educational outcomes in courses;

Whereas, Being able to cross-correlate demographic information about students with their opinions concerning course outcomes can be of importance for institutional research;

Whereas, Students may be uncomfortable giving their unadorned opinions if they feel they can be identified based on their demographics; and

Whereas, Some of the language in questions on the Student Opinion Survey is outdated; now, therefore, be it

*Resolved*, That the Online Student Opinion Survey be revised in accordance with the attachment.

### STUDENT OPINION SURVEY – DRAFT – 2021 FEB 10

#### **Revisions by Technology Committee**

Strongly Agree, Agree, No Opinion, Disagree, Strongly Disagree, Not Applicable

- 1) The syllabus or course outline described what I would learn in this course (“learning goals”).
- 2) This course helped me meet those learning goals.
- 3) This course evaluated how well I met those learning goals.
- 4) My experience in this course helped me appreciate this subject.
- 5) The way the course was taught helped me understand course material.
- 6) The instructor responded constructively to students’ questions.
- 7) The instructor created a supportive atmosphere in which to learn.
- 8) The assignments and exercises in this course helped me understand the subject matter.
- 9) The course readings and/or materials helped me understand the subject matter.
- 10) The instructor provided regular feedback on my performance in this course.
- 11) The instructor had high standards for student achievement.
- 12) The instructor encouraged me to take responsibility for my own learning.
- 13) I was motivated to work hard to be successful in this course.
- 14) The instructor was accessible and was available to help me.
- 15) Once the course began, the instructor made course materials available as they were needed.
- 16) The course materials were well-organized and easy to navigate.
- 17) The instructor made effective use of technology in this course.

#### Open Comments

18) Which aspects of this class (e.g., lectures, discussions, readings, assignments, tests) were the most helpful for learning course material?

- 19) Which aspects of this class were the least helpful for learning course material?
- 20) What other comments do you have about the strengths and weaknesses of this course?
- 21) Comment on the instructor's use of technology in the course.

**ADDITIONS HIGHLIGHTED IN GREEN**

**AREAS FOR FULL SENATE DISCUSSION HIGHLIGHTED IN YELLOW**

**REMOVED LANGUAGE IS STRUCK OUT**

We respect the privacy of students. As answers to this section could potentially identify a student, Answers to this section will only be reported to the director of institutional research.

Demographics:

- 22) Are you Male or Female? Do you identify yourself as: Female, Male, Non-binary, or Prefer not to answer?
- 23) What is your age? (19 or under, 20-24, 25-29, 30 or over, ~~no answer~~ Prefer not to answer)
- 24) Are you registered as a part-time or full-time student? (Part-time, Full-time, Uncertain, Prefer not to answer)
- 25) What is your status? (~~Freshman~~ First year, Sophomore, Junior, Senior, Graduate, Uncertain, Non-matriculated, ~~Other~~, Prefer not to answer)
- 26) Which of these best describes this course for you? (Course in my major, Course in my minor, General education LEP requirement, ~~or elective~~, Free elective, Elective not otherwise required, Prerequisite, Other, Uncertain)
- 27) What approximate grade do you expect in this course? (A, B, C, D, F, ~~Other, Uncertain~~, Prefer not to answer)

FOR REFERENCE: UNAUTHORIZED QUESTIONS USED ON PREVIOUS STUDENT OPINION SURVEYS

**THESE QUESTIONS HAVE BEEN REMOVED**

- The instructor was easily reached by email, phone, discussion board, chat room, or other means.
- The instructor was available to help students at reasonable hours and responded to questions promptly.
- The course content was available when I needed it.
- The threaded discussion/course conference contributed to my learning.
- The course included interactive assignments and links to examples from the Web that helped me learn course content.
- There were an adequate number of online activities provided for practice.
- The course content was well-designed, easy to read, and included effective graphics.
- It was easy to navigate through course materials.
- It was easy to submit assignments to the instructor.
- I experienced only minor, or no, technical problems with this course.
- I received timely assistance with technical problems.
- Support services to help me with this course were available and easy to access.